



## JS-2005 Intern Professional Workshop

# Contract Administrator (CA)

**Presented By:**

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**Shirley (JD) Donaldson**

**4 May 2005**



# 3 MOST IMPORTANT TASKS

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## **EQUAL IN WEIGHT**

- **GETTING THE CONTRACTOR PAID**
- **TRACKING FUNDS FOR, DFAS, BUYING COMMANDS, AND DCMA**
- **ENSURING THAT CONTRACT FUNDS DO NOT CANCEL**

# Be Familiar With Terms & Acronyms

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- ✓ **CANCELED** - Funds are no longer available for anything, including to pay the bills.
- ✓ **YEAR OF FUNDS** - The fiscal year the funds were made available.
- ✓ **PRON** - Procurement Request Order Number.
- ✓ **AMS** - Army Missile Systems
- ✓ **ACRN** - Contract Accounting Classification Reference Number
- ✓ **DFAS** - Defense Finance & Accounting Service

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# Tracking Funds

FUNDING MODIFICATIONS ONLY										
CPIF										
ACCOUNTING INFO										
DATE	MOD	WORK SUBCLIN	PRON	AMS CD	FUNDS SVC	PG TYPE	EXPIR 01-Oct	CAN 01-Oct	TOTAL ACRN	TOTAL \$\$ BY ACRN
07-May-02	Award 0001AA	4Y29130B57	1025	97	0300	2002	2004	2009	AA	\$72,500,000
26-Sep-02	P00002 0001AA	4Y29130B57	1025	97	0300	2002	2004	2009	AA	\$36,250,000
27-Mar-03	PZ0004 0001AA	4Y29130B57	1025	97	0300	2002	2004	2009	AA	\$36,178,936
10-Apr-03	P00007 0003AA	4Y39127B57	1023	97	0300	2003	2005	2010	AB	\$2,450,000
17-Sep-03	P00008 0004AA	4Y19161B57	1022	97	0300	2001	2003	2008	AC	\$3,619,922
17-Sep-03	P00008 0004AB	4Y29272B57	1025	97	0300	2002	2004	2009	AA	\$130,078
17-Mar-04	PZ0012 0003AA	4Y39127B57	1023	97	0300	2003	2005	2010	AB	\$2,324,614
29-Apr-04	P00016 0004AC	4Y49180B57	2210	21	2032	2004	2006	2011	AE	\$10,250,000
12-May-04	P00015 0005	4Y39214B57	1023	97	0302	2003	2005	2010	AD	\$5,346,273
17-May-04	P00014 0004AB	4Y29272B57	1025	97	0300	2002	2004	2009	AA	\$3,750,000
										\$195,049,823
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**DAAH01-02-C00xx xxx-x****CPIF****NTE****\$199,000,000**

<b>DATE</b>	<b>MOD</b>	<b>WORK SUBCLIN</b>	<b>ACRN</b>	<b>TOTAL OBLIG \$s</b>	<b>TOTAL \$\$s BY ACRN</b>
				<b>\$195,049,823</b>	<b>\$195,049,823</b>
07-May-02	Award	0001AA	AA	\$72,500,000	
26-Sep-02	P00002	0001AA	AA	\$36,250,000	
27-Mar-03	PZ0004	0001AA	AA	\$36,178,936	
10-Apr-03	P00007	0003AA	AB	\$2,450,000	
17-Sep-03	P00008	0004AA	AC	\$3,619,922	\$3,619,922
17-Sep-03	P00008	0004AB	AA	\$130,078	
17-Mar-04	PZ0012	0003AA	AB	\$2,324,614	
29-Apr-04	P00016	0004AC	AE	\$10,250,000	
12-May-04	P00015	0005	AD	\$5,346,273	
17-May-04	P00014	0004AB	AA	\$3,750,000	

# Buying Activity

**DAAH01-02-C00xx XXX-X XXX-X**

CPIF

**\$199,000,000**

DATE	MOD	WORK SUBCLIN	PRON	AMS CD	TOTAL OBLIG \$s	TOTAL \$\$s BY ACRN
					<b>\$195,049,823</b>	<b>\$195,049,823</b>
07-May-02	Award 0001AA		4Y29130B57	1025	\$72,500,000	
26-Sep-02	P00002 0001AA		4Y29130B57	1025	\$36,250,000	
27-Mar-03	PZ0004 0001AA		4Y29130B57	1025	\$36,178,936	
10-Apr-03	P00007 0003AA		4Y39127B57	1023	\$2,450,000	
17-Sep-03	P00008 0004AA		4Y19161B57	1022	\$3,619,922	\$3,619,922
17-Sep-03	P00008 0004AB		4Y29272B57	1025	\$130,078	
17-Mar-04	PZ0012 0003AA		4Y39127B57	1023	\$2,324,614	
29-Apr-04	P00016 0004AC		4Y49180B57	2210	\$10,250,000	
12-May-04	P00015 0005		4Y39214B57	1023	\$5,346,273	
17-May-04	P00014 0004AB		4Y29272B57	1025	\$3,750,000	

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# Cancelling Funds

FUNDING MODIFICATIONS ONLY							
				PZ0023	NTE	\$199,000,000	
ACCOUNTING INFO							
FUNDS	PG	EXPIR	CAN		TOTAL	TOTAL \$\$s	
SVC	TYPE	YR	01-Oct	01-Oct	OBLIG \$s	BY ACRN	
					\$195,049,823	\$195,049,823	
97	0300	2002	2004	2009	AA	\$72,500,000	
97	0300	2002	2004	2009	AA	\$36,250,000	
97	0300	2002	2004	2009	AA	\$36,178,936	
97	0300	2003	2005	2010	AB	\$2,450,000	
97	0300	2001	2003	2008	AC	\$3,619,922	\$3,619,922
97	0300	2002	2004	2009	AA	\$130,078	
97	0300	2003	2005	2010	AB	\$2,324,614	
21	2032	2004	2006	2011	AE	\$10,250,000	
97	0302	2003	2005	2010	AD	\$5,346,273	
97	0300	2002	2004	2009	AA	\$3,750,000	

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